



CITY OF SOUTH PASADENA

Public Works Department

414 Mission St. - South Pasadena - Ca. 91030 - (626) 403-7240_P - (626) 403 7241_F
publicworkspemits@southpasadenaca.gov

Application For SIDEWALK DINING PERMIT

Permit Number: _____

Permit & Inspection, Initial Fee: \$129.00 + \$4.20/sf/year

Permit & inspection, Renewal: \$98.00 + \$4.20/sf/year

Total Permit Fee: _____

Name of Business: _____

Site Address: _____

Owners Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Tele: _____ fax: _____

Applicant: _____

Tele: _____ fax: _____

Name: _____ Signature: _____

Date: _____ Email _____

Requested Term: _____ months Distance from face of curb to property line: _____ ft

Store Frontage: _____ feet Proposed Dining Area: _____ sq.-ft.

Seating Capacity of dining area: (4 persons per 10 ft of store frontage): _____

Number of each of the following:

Tables _____ type & size: _____

Chairs _____ Planters _____ Umbrellas _____ Benches _____

Other _____ description: _____

This application, along with the Sidewalk Dining Plan are to be submitted to the Public Works Department for review and approval. If approved the applicant shall supply the following prior to issuance of the permit:

- 1.) General Liability Insurance of \$1,000,000. (City of South Pasadena as the additional insured)
- 2.) Permit and Inspection Fee

**** For Office Use Only ****

Approved _____ or Denied (circle one) _____ By: _____ Date: _____

Initial Inspection By: _____ Date: _____

Comments: _____

Void Dates: _____

Start Date: _____ Expiration Date: _____

Terms and Conditions for Sidewalk Dining Permit:

GENERAL

- 1.) A \$1,000,000 liability insurance policy naming the City of South Pasadena as the additional insured must be provided and current during permit dates.
- 2.) The permit for sidewalk dining shall be void on certain days as specified in the permit, or as notified by the City by a ten day written notice.
- 3.) A monthly rental fee shall be paid in the amount and frequency established by the City's Fee Resolution.
- 4.) The term of permit shall be determined by the City Manager or his designee to provide periodic review of compliance with the conditions of this resolution. Substantial non-compliance may result in the suspension or revocation of the permit at the sole discretion of the City Manager or his designee. The maximum term of a sidewalk dining permit shall be twelve (12) months.
- 9.) Decorative lighting that might interfere with the safe operation of vehicles or be glaring to pedestrians shall not be used.
- 10.) The dining area shall be clearly delineated .
- 11.) Dining area shall not exceed 50% of the sidewalk area between the property line and the curb line.
- 12.) Sidewalk dining shall be limited to seating to four (4) persons per 10 feet of store frontage in either bench or chair.
- 13.) Umbrellas may not display signs or advertisements and must not obstruct the view of pedestrians or vehicular traffic in such a way to create a safety hazard.
- 14.) Chairs and benches shall be of high quality materials and reflect appropriate community design themes.

DINING AREA DESIGN

- 5.) The term of permit shall be determined by the City Manager or his designee to provide periodic review of compliance with the conditions of this resolution. Substantial non-compliance may result in the suspension or
- 6.) All provisions of the American Disabilities Act and Title 24 are to be complied with in full.
- 7.) Heavy planters must be clear of any access to basements, utility boxes, vaults or manhole access. Planter placement to be shown on plans and subject to approval by the City Engineer.
- 8.) Objects placed on sidewalk shall not interfere with the safe line-of-sight distance of vehicles resulting traffic safety.
- 15.) Heat lamps or heaters are not allowed within the dining area.
- 16.) No table, chair, umbrella, planter or other item may extend beyond the designated dining area

CLEANING & MAINTENANCE

- 17.) The sidewalk must be kept clear of litter and debris at all times. The sidewalk shall be swept and mopped at the end of the business day if food is consumed in the sidewalk area.
- 18.) The sidewalk dining area shall be cleared of all tables, chairs, umbrellas, planters and other obstacles at the end of each business day.